Security Information

8 May 1952

DCI

I. Organization of the CARELR SERVICE BOARDS

CIA CAREER SERVICE BOARD

Deputy Director of Central Intelligence Deputy Director/Plane

Deputy Mirector/Intelligence

Deputy Director/Administration Inspector General

Assistant Director (Personnel)

Director of Training

Three Assistant Directors (or Office Heads), each to serve for terms of six months' duration

(See attached Schedule A) Executive Secretary - Non-voting

Three members of the Board constitute a quorum. If a member cannot be present, he may send a representative who will not, however, be counted in determining whether a quorum is present, nor may he cast a vote, formally, on behalf of his principal. The Board will hold scheduled monthly meetings, and agenda and minutes of meetings will be distributed to all persons on Schedule A.

SECRETARIAT

The Career Development Staff of the Office of Personnel serves as the Secretariat of the CIA Career Service Board and the Chief, Career Development Staff serves as the Executive Secretary of the Board.

Note:

The 17 Office Career Service Boards, with composition as shown at the lower left, are located in the following units of CIA:

050	00	Training
OPC	ORR	Personnel
COMMO	OCE	Administration
TSS	ogi	Ceneral Services
	osi	I&SO .
	ONE	Procurement
		Finance

/Office/ Career Service Board

Assistant Director (or Office Head) ex officio Three or more Staff or Division Chiefs, or comparable high-level officials

Secretariat - Non-voting, (In most cases it will be composed of Administrative and Personnel Officers of the Office concerned and will perform staff support for the Board.)

Functional Boards

Hazardous Duty Board Honor Awards Board Professions, Selection Panel Selection Boards for Service Schools, etc.

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